

**COMPLAINT AGAINST CITY OFFICIAL
CITY OF SCOTTSDALE CODE OF ETHICAL BEHAVIOR**

If you believe a city official in her or his official capacity has violated a mandatory requirement or prohibition in the City of Scottsdale Code of Ethical Behavior, set forth in Scottsdale Revised Code ("SRC"), Article II, Chapter 2, Division 3 (§§ 2-47 through 2-54) or violated any state or city law you may file a sworn complaint with the Scottsdale city attorney.

You are required to sign and have notarized an affidavit as to the truth of the information in your complaint. Pursuant to SRC § 2-55(c):

A person who knowingly makes a false, misleading, or unsubstantiated statement in a complaint is subject to criminal prosecution for perjury and potential civil liability for, among other possible causes of action, defamation. . .

To make a complaint, **all** of the information listed below **must be identified/provided**. Attach additional pages, as necessary. Incomplete information will result in the return of your complaint. If the complaint is based on information and belief, you must identify the basis of the information and belief, including all sources, contact information for those sources, and how and when the information and/or belief was conveyed to you by those sources.

1. Your name, address, and telephone number.

2. Name and position of the city official who is the subject of the complaint.

3. The nature of the alleged violation, including the specific provision of the ethics code or law allegedly violated.

4. Statement of facts constituting the alleged violation and the dates on which or period of time in which the alleged violation occurred.

5. List all documents or other material in your possession that are relevant to the allegation.

6. List all documents or other material relevant to the allegation that are available to you, but are not in the your possession.

7. List all other documents or other material relevant to the allegations but unavailable to you, including the location of the documents, if known.

8. A list of witnesses, what they may know about the allegation, and their contact information, if known.

9. If the alleged violation occurred more than 90 days before the filing of this sworn complaint with the city attorney, you must:

- a) identify the date that you learned of the alleged violation and provide a statement of the facts surrounding the discovery of the violation.

b) provide a list of the persons with knowledge about the date the violation was discovered.

c) provide a summary of the information the persons listed in b), above, know about the discovery.

AFFIDAVIT

I, _____, after first being duly sworn, upon my oath, depose and say that the information contained in the forgoing complaint, including any attachments to it, is true and correct, or I have good reason to believe and do believe that the facts alleged constitute a violation of the City of Scottsdale Code of Ethical Behavior and/or state or City law. I declare under penalty of perjury of the laws of the State of Arizona that the foregoing is true and correct.

Signature of complainant

Subscribed and sworn to before me by _____
this ____ day of _____, _____.

Notary Public

My Commission Expires:
